

## SELF ASSESSMENT HOME ACTIVITY

### Step one

The key to the following exercises will be **to think about the following**: What am I good at? What do others tell me? What gives me pleasure doing? What gives me energy to do?, etc.

**Make a list of experiences from your past which you are proud of.** Include experiences from a most early age until as recently as possible. There is no restriction on what can be included and what not. The following are examples of what might constitute positive examples:

- Trained the football team to a win the league competition
- Designed a tree house with 2 friends and won first prize in a competition
- Earned enough money after school to travel through Europe during three month
- Helped my best friend to solve an important personal problem
- Learned to swim at age seven
- Organized and led an introductory camp for first year students
- Raised a significant amount for charity during a special charity fund-raising programme
- Correctly assembled an IKEA book case all by yourself.
- Edited and chaired your high school's student newspaper
- Taught yourself how to use word
- Passed your drivers licence
- Won a music competition

**Write these experiences down on a sheet of paper without assigning any order to them.**

**Try to include experiences where you were in different life roles** (i.e. as a child, as someone's friend, as a learner at school, as a student, as an employee, as a sports person, doing your hobby, volunteering, etc.)

### Step two:

From this list, **prioritize five activities that gave you most pride, energy and pleasure doing them.** Try to choose things from different 'life roles'. Identify the five in order of preference.

Taking these five activities, **consider now the following list of activities (see Annex O attach) - clustered into six sections according to similar personality clusters** - and **decide which descriptors most accurately fit with the pride activity.**

Check each characteristic which you feel applies to the activity. The different sections/personality clusters will be discussed a little later.

### Step three:

The next step is to **reflect on the values that underlie the decisions you make.** Knowing which values you cherish, will help you to identify a suitable working environment. **Use Annex P as handout to identify the relevant values that were applicable to their pride activities.**

### Step four:

This step is aimed at helping you **identify the skills you have.** Whether you have little or much experience to put on your CV, **you already possess a number of skills.** Because you are very seldom asked to reflect on these skills, your list might be rather short. But remember, each person has a significant amount of skills in

his/her portfolio. **Read your pride activities and choose, from the following list, the skills that you needed to perform the activity.** (Use Annex Q as handout)

### **Step five:**

In the **previous three steps**, the **characteristics, values** and **skills sections** were organized into **six (6) clusters**. Please, transfer the top five items that you like the most or that are most similar to you from each of the exercises to the following chart (use **Annex R**). **Check the cluster the item belongs to, and calculate the total number of times a particular cluster was selected by you.** After you have filled out this hand out, you may find that particular cluster will emerge as '**dominant**' clusters.

### **Step six:**

In the previous steps, you have made **an assessment of your own personality and previous experience, and grouped this within 6 clusters**. These clusters are called "**Holland types**" and are based on the work done by **vocational psychologist, John Holland**. According to his theory, there are, broadly speaking, **6 vocational types**.

- Realistic
- Investigative
- Artistic
- Social
- Enterprising
- Conventional

### **Key Characteristics of the different types**

<b>Realistic:</b>	Prefers realistic occupations or situations in which one can engage in preferred activities and avoid activities demanded by social occupations or situations. He or she is apt to be: conforming, dogmatic, genuine, hard-headed, inflexible, materialistic, natural, normal, persistent, practical, realistic, reserved, robust, self-effacing.
<b>Investigative:</b>	Preference for activities that entail the observational, symbolic, systematic, and creative investigation of physical, biological, and cultural phenomena (in order to understand and control such phenomena) and to an aversion to persuasive, social and repetitive activities. He or she is apt to be: analytical, cautious, complex, critical, curious, independent, intellectual, introspective, pessimistic, precise, radical, rational, reserved and unassuming.
<b>Artistic:</b>	Preference for ambiguous, free, unsystematized activities that entail the manipulation of physical, verbal, or human materials to create art forms or products and to an aversion to explicit, systematic, and ordered activities. He or she is apt to be: complicated, disorderly, emotional, expressive, idealistic, imaginative, impractical, impulsive, independent, introspective, intuitive, nonconforming, open, original and sensitive.
<b>Social:</b>	Preference for activities that entail the manipulation of others to inform, train, develop, cure, or enlighten and an aversion to explicit, ordered, systematic activities involving materials, tools,

or machines. He or she is apt to be agreeable, cooperative, empathic, friendly, generous, helpful, idealistic, kind, patient, persuasive, responsible, sociable, tactful, understanding and warm.

**Enterprising:** Preference for activities that entail the manipulation of others to attain organizational goals or economic gain and an aversion to observational, symbolic, and systematic activities. He or she is apt to be: acquisitive, adventurous, ambitious, assertive, domineering, energetic, enthusiastic, excitement-seeking, exhibitionistic, extroverted, forceful, optimistic, resourceful, self-confident and sociable.

**Conventional:** Preference for the explicit, ordered, systematic manipulation of data (e.g. keeping records, filing materials, reproducing materials, organizing business machines and data processing equipment to attain organizational or economic goals) and an aversion to ambiguous, free, exploratory, or unsystematized activities. He or she is apt to be: careful, conforming, conscientious, dogmatic, efficient, inflexible, inhibited, methodical, obedient, orderly, persistent, practical, thorough and thrifty. (**See HOLLAND'S grouping below**)

According to **Holland's research**, different types, grouped in a specific way, **represent personality oppositions and similarities**: types that are 'removed' from each other are each other's opposite, while adjacent types share a number of similarities with each other.

Websites and career counseling services suggest the following combination of '**ideal types**' of work situations with typical vocational types:

**Realistic:** Baker, Carpenter; Cook; Electrician; Farmer; Fire Fighter; Flight Engineer Pilot; Floral Designer; Locksmith; Mechanical Engineer; Nurse; Optician; Paramedic; Police Officer; Truck Driver; Watchmaker, etc.

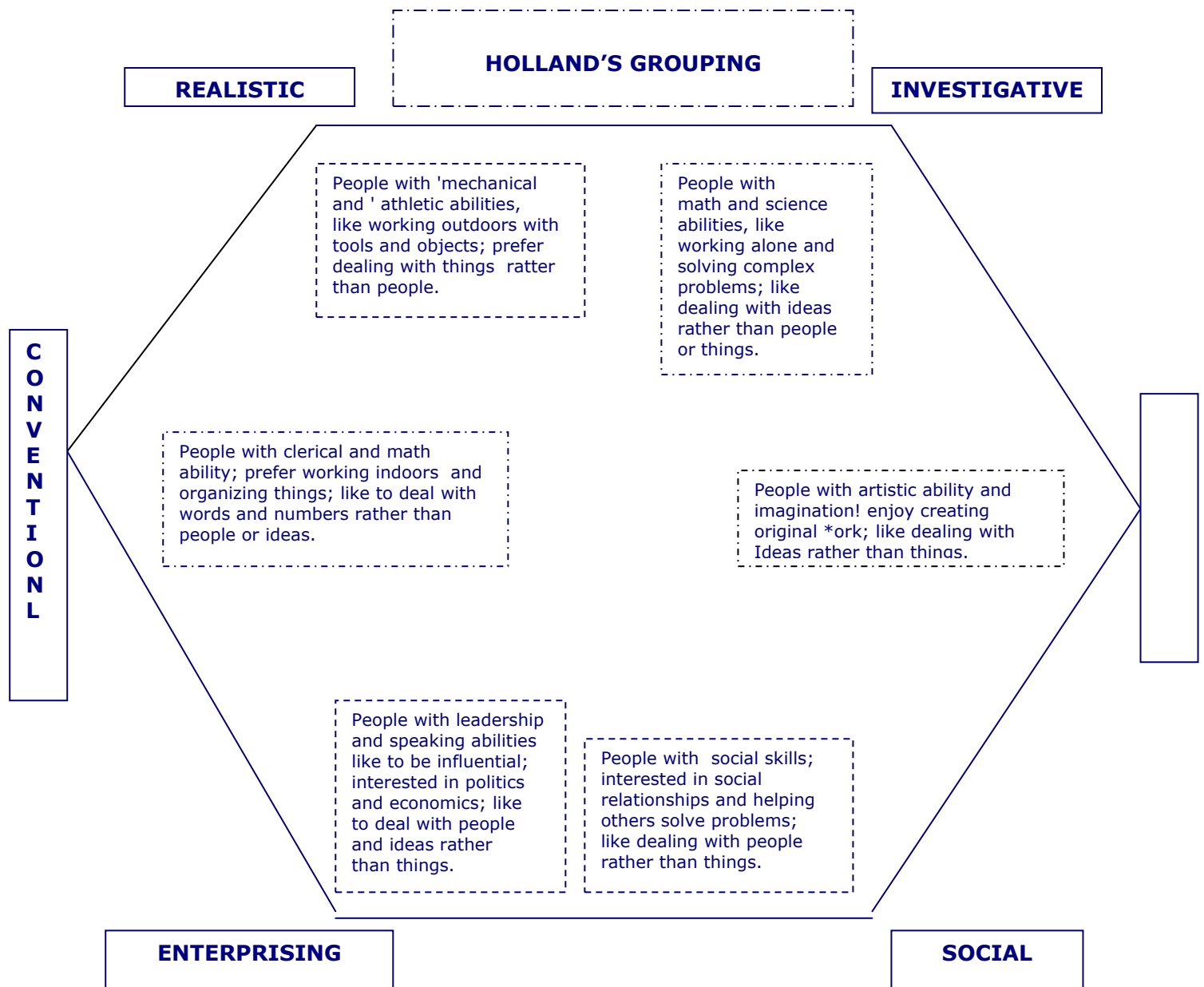
**Investigative:** Actuary; Anthropologist; Biologist; Chemical Engineer; Computer programmer; Consultant; Ecologist; Geographer; Management Consultant; Market Research Analyst; Psychologist; etc.

**Artistic:** Actor; Author; Copywriter; Composer; Designer, Dancer; Editor; English Teacher; Film Editor; Journalist; Museum Curator; Photographer; Writer; etc.

**Social:** Counsellor; Community Planner; High School Teacher; Historian; Librarian; Personnel Recruiter; Political Scientist; Primary School Teacher; Social Worker; Sociologist; etc.

**Enterprising:** Advertising, marketing and public Relations; Business Executive; Development Office; Educational Administrator; Foreign Service

**Conventional:** Accountant; Catalogue Librarian; Corporate Controller; Editorial Assistant; Information Systems Manager; Proof Reader; Typist; Website Editor; etc.



Knowledge about yourself and these model types is necessary in order to select a working environment to such an extent that one will be able to exercise one's skills and abilities, and express one's attitudes and values in order to achieve satisfaction and pleasure in one's work/professional role.

After having carefully **self-assessed your own personality** through this **self-directed search**, it is time to start thinking about the next step in your '**career planning**', namely market orientation.